APPALACHIAN COLLEGE OF PHARMACY
Core Pharmacy Practice Experience (CPPE) – Student Competency Checklist

Competency Categories:

- **Communication Skills**
- **Patient Assessment Skills**
- **Evidence-Based Pharmacotherapy Assessment**
- **Pharmacotherapy Management**
- **Drug Information Assessment**
- **Presentation Skills**

Levels of Development:

1. **Exposure:** The student was exposed to concepts/materials and the competency was evaluated by the preceptor. However, foundational, transitional, or proficient was NOT achieved—**Score of 1**
2. **Foundational:** learning knowledge and skills - concepts/materials introduced to the student at a level which they are expected to recall the information and attempt applying with direct supervision. Concepts/materials are covered in a limited possibly tangential fashion. ("See One")—**Score of 2**
3. **Transitional (Minimal competency):** applying knowledge and demonstrating abilities - concepts/materials understood by the student at a level where they can apply the concepts/materials in a relevant practice setting with little if any supervision. ("Do One")—**Score of 3**
4. **Proficient (Fully Competent):** manifesting readiness for professional practice - Concepts/materials understood by the student at a level where they can evaluate, judge and teach the concepts/materials in a relevant setting without supervision. ("Teach One")—**Score of 4 or 5**

Instructions:

As the student encounters and masters one of the ***Competencies***, e.g. at the **transitional (minimal competency)** level, a copy of the documentation supporting that achievement should be provided to the preceptor on the rotation. The preceptor will score the student's level of development based on the documentation provided by the student.

After the preceptor has evaluated the student, the student will complete this checklist for each rotation. The student will insert "E" Exposure, "F" Foundational, "T" Transitional, or "P" Proficient for each competency evaluated by the preceptor and insert "N" Not Applicable if the competency was NOT evaluated by the preceptor.

The student is to maintain a copy of this checklist in their portfolio throughout their CPPE rotations. The supporting documentation (e.g. SOAP note, monitoring forms, clinical intervention forms, progress notes, etc.) will be maintained in a section of the student's portfolio with this checklist. The supporting documentation will be labeled with the number(s) of the competencies supported (see examples below).

Examples:

1. On CPPE 1 the preceptor evaluated competencies 1 (score 4), 4 (score 3), 12 (score 2), 19 (score 1), and 21 was not evaluated. On the checklist, the following should be entered for
    a. Competency 1: "P"
    b. Competency 4: "T"
    c. Competency 12: "F"
    d. Competency 19: "E"
    e. Competency 21: "N"
2. On CPPE 2 the preceptor evaluates competencies 1 (score 3), 4 (score 4), and 12 (score 3). On the check list, the following should be entered for
    a. Competency 1: "T"

b. Competency 4: "P"
c. Competency 12: "T"

Documentation validating the level of mastery of each competency should be placed behind this form chronologically by rotation and numbered as follows: Rotation number and competency number(s)

Examples:

1. The student is using a SOAP note from CPPE 1 to document competencies 4, 11, 13, and 14. On the top left hand corner of the SOAP note, the student would write "CPPE 1: 4, 11, 13, 14"
2. Then on CPPE 2, the student is going to use a video of his presentation to document competency 21. The student will place a DVD of the video in his portfolio and write on the label of the DVD: "CPPE 2: 21"

Competencies* (*from the Combined CPPE Student Evaluation Form)	**CPPE Rotation**	
	1	**2**
1.Student is punctual, reliable, dependable and "follows through" with responsibilities		
4.Student produces quality work and demonstrates a desire to exceed expectations		
6. Student is cooperative, respectful, diplomatic, and confident		
7. Student behaves in an ethical / legal manner and maintains confidentiality		
8. Student is nonjudgmental demonstrating an appreciation of cultural competency		
11. Collection, Organization, and Evaluation of Data for Patient-Centered Care		
12. Receiving and Screening of Prescription Orders		
13. Preparation and Distribution of Prescriptions		
14. Dispensing Prescription Medication		
16. Self-Learning		
17. Effective Communication		
18. Promotion of Health & Wellness/Public Health		
19. Prescription Drug Coverage		
20. Formal Presentation Assessment		
21. Drug Information Assessment		

Student Name:_____